

Division of Behavioral Health Services

Bureau of Compliance

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TO: T/RBHA CEOs

FROM: Margaret Russell
Policy Office Manager

SUBJECT: **POLICY CLARIFICATION: Provider Manual OBHL Requirement Additions**

DATE: September 21, 2006

This memorandum is intended to clarify the responsibilities of Tribal and Regional Behavioral Health Authorities (T/RBHAs) and their providers in meeting the Arizona Department of Health Services/Division of Behavioral Health Services (ADHS/DBHS) policy requirements regarding the addition of information concerning OBHL requirements to the Provider Manual.

The Department has determined that T/RBHA providers may add to the Provider Manual, T/RBHA or provider specific information necessary to comply with Office of Behavioral Health Licensing (OBHL) requirements. For example, procedures concerning adherence to premise and environmental standards that ensure the health, safety and welfare of behavioral health recipients may be added to the Provider Manual. However, T/RBHAs or providers may not remove or revise any existing Provider Manual content without prior approval of the ADHS/DBHS Policy Office. Exceptions to this requirement include revisions to Provider Manual “recommended” forms, as indicated in the June 20, 2006 policy clarification memorandum.